

## **Nurse Faculty Loan Program (NFLP) Frequently Asked Questions**

### **Application**

**1. What is the application process for NFLP?**

Applicants for the Nurse Faculty Loan Program (NFLP), under funding opportunity announcement number HRSA-17-066, are required to apply electronically through [grants.gov](https://www.grants.gov). NFLP applicants will use the SF-424 R&R Application Guide that is accessible through the Grants.gov web site at [grants.gov](https://www.grants.gov).

**2. When is the NFLP application due?**

The due date for NFLP funding opportunity is Monday, November 14, 2016 at 11:59pm Eastern Time. Applicants are strongly encouraged to submit the application ahead of the application due date.

**3. Is the application considered ‘new’ or ‘competing continuation’ if the school received NFLP funding in past years?**

Starting with the 2017 NFLP FOA cycle, schools that received NFLP funding in past years must indicate ‘Competing Continuation’ as the type of application when completing the SF-424 R&R form in [grants.gov](https://www.grants.gov) (to do so in item 8 of the SF-424 R&R, select “renewal”). This includes any schools that are currently required to complete an annual performance report for the NFLP, regardless of whether the school recently applied for and received funding in recent years. Schools of nursing that have never received NFLP funding must indicate “New” as the type of application when completing the SF-424 R&R form in [grants.gov](https://www.grants.gov).

**4. Are applicants required to submit an application annually?**

NFLP funds are awarded for a one-year project period. Therefore, applicants should apply for NFLP funds annually and only when funds (or in the case of competing continuations, additional funds) are needed to provide loan support to students.

**5. When is the NFLP award date for approved applicants?**

Approved NFLP applicants will receive award notification electronically and no later than July 1, 2017.

**6. If I have switched schools, do I need to re-register with Grants.gov?**

Please contact the Grants.gov Contact Center. The phone number for the grants.gov contact center is 1-800-518-4726. That is local and toll-free. Internationally, you can dial 606-545-5035.

**7. Who do I contact if I have questions about the 2017 FOA application?**

Please direct any questions you have about this funding opportunity announcement to the contacts indicated on pages 21 and 22 of the printed funding opportunity announcement.

## Eligibility

### **8. Who is eligible to apply for NFLP?**

Public or private nonprofit accredited schools of nursing offering educator coursework as part of an advanced education nursing degree program(s) that prepares students to serve as nurse faculty. For profit entities are not eligible under this funding opportunity announcement (FOA).

### **9. What are the eligible nursing degree programs for NFLP support?**

Eligible nursing degree programs include advanced education masters and doctoral (i.e., PhD, DNP) nursing degree programs. The EdD in Nursing Education and the Doctorate of Nurse Anesthesia Practice (DNAP) and the Doctor of Anesthesia Practice (DrAP) are also eligible under NFLP. Nursing degree programs must include educator courses as part of the plan of study.

### **10. Are there program accreditation requirements?**

Yes. Applicants must include evidence of nursing degree program accreditation in the application package before the application can be considered for funding. An official letter of accreditation from the appropriate nursing education accrediting agency must be submitted. No other forms of accreditation documentation will be accepted. The U.S. Department of Education recognizes the following National Nursing Education Accreditation Agencies: Commission on Collegiate Nursing Education (CCNE), Accreditation Commission for Education in Nursing (ACEN), Accreditation Commission for Midwifery Education (ACME) of the American College of Nurse Midwives, Council on Accreditation (COA) of Nurse Anesthesia Education Programs. See additional information regarding accreditation requirements in the funding opportunity announcement.

### **11. Can schools apply if the nursing degree program is new and not accredited?**

Yes. A new nursing degree program is eligible only if the applicant submits a letter of “reasonable assurance” of accreditation from the Department of Education or if the applicant provides evidence of provisional accreditation status from a National Nursing Education Accreditation Agency. Please note that approvals for new programs of study must be effective prior to the start of the budget/project period during which support will be received. Please see page 12 of the printed FY 2017 FOA document for more information.

## Application Requirements

### **12. What is meant by State of Employment Partnerships? What are examples of partnerships?**

Applicants are expected to establish and describe the capacity that the school is willing to undertake in supporting students with obtaining employment. Provide evidence of planned and/or existing collaborative, academic-to-academic partnerships and activities with entities that employ nurse faculty aimed at increasing networking and employment opportunities for NFLP student borrowers. If an academic-to-academic partnership has already been established, applicants must include a memorandum of understanding or some

documentation signed by participating entities acknowledging the partnership. Examples of employment partnerships may include faculty mentoring opportunities, campus-based career resources that offer connections to employment agencies or services, required attendance at national nursing conferences, internal activities within the school, or collaborative academic-to-academic partnerships and activities with external entities. The statement of employment partnership must be submitted as Attachment 8.

**13. When completing the Application Data Form, what dates are required for reporting graduates and graduates employed as nurse faculty under Section 3 of the data form?**

When you are completing the application data form, applicants must first enter the current fiscal year date of 2017 at the top of the form under Part A. After the current fiscal year date is entered, the dates will auto-populate within the form under Sections E1, E.2 and E3. For the 2017 application, schools should report graduates and graduates employed as nurse faculty as of 7/01/2015 through 6/30/2016. Please complete the application data form fields in the order that they appear; do not skip ahead. There is one exception: if your institution is a private school, do not enter any out-of-state tuition data. Public schools should enter data in both the in-state and out-of-state tuition data fields.

**14. In the project narrative purpose and need section item 3, are you looking for only NFLP-funded graduates or all graduates?**

You are asked to describe both in this section. “Please describe how many graduates of the degree program are currently working as full-time nurse faculty in the last five (5) years,” applies to all graduates of the degree program in the last 5 years. However, “Also, provide information regarding how many new NFLP participants from the last five (5) years were already working as nurse faculty in some capacity when they began to receive NFLP support,” and “If applying as a competing continuation, also describe how many graduates supported by the NFLP are currently working as full-time nurse faculty,” applies to NFLP graduates.

**15. In the project narrative under work plan and methodology on page 9 of the current FOA, it says “describe detailed written processes to quickly identify program participants who are in danger of failing to obtain or maintain full-time employment for the FOA and procedures to minimize the time of elapsing between the collection principal and interest on loans made to students in the issuance of new NFLP awards.” What does this mean?**

Applicants must explain how the school plans to track or follow student borrowers who are in danger of failing to meet the requirements of the NFLP (e.g., not finding a faculty job within the established window following graduation and those who are not maintaining full-time employment). Also, applicants must explain how the school is going to follow through and ensure that the school is able to collect on the loans that have been provided to those students who are unable to find and/or maintain a full-time nurse faculty position. The NFLP requires that grantees maintain current contact information for the student borrowers: employment data is required as part of the annual performance report, so schools are expected to track students. Description of the method by which applicants plan to execute this is an example of how to go about fulfilling this item.

- 16. Can the expense for application for a nurse educator's certificate be considered an eligible expense to be covered by NFLP funds, and if so, does that amount need to be included with tuition costs or how should it be documented? The certificate would be in addition to their graduate degree: it is not currently required of them, but when they complete the nurse educator courses they are also eligible to receive the educator certificate which would appear on their transcript and may give them an advantage in the job market.**

Students in certificate programs are not eligible for NFLP funds. In this particular example where it sounds like the nurse educator certificate is an “added bonus” for those NFLP student loan borrowers who complete their graduate course work, the cost of this nurse educator’s certificate would be considered a reasonable educational expense. The costs should be included in the amount of Federal funds requested in your application.

- 17. Will you be working with schools to determine individual default rates?**

The NFLP default rate is calculated from data submitted by the school when schools submit the annual performance report. If a school is applying as a competing continuation, the school can review their most recent annual performance report, form NFLP3, section H for the default rate that was automatically calculated based on data that the school supplied in their annual performance report. Schools can calculate their default rate using the formula provided in the administrative guidelines: The default rate for each school shall be the ratio (stated as a percentage) of the defaulted principal amount outstanding to the matured loans of the school. You may reach out to an NFLP project officer if you remain unsure of your institution’s NFLP default rate.

- 18. What is the timeline for the default rate?**

The default rate is calculated annually and automatically in EHBs from data submitted by grantee institutions via the annual performance report. The most recent annual performance report was submitted to HRSA in July 2016 and reflects the reporting period of July 1, 2015 - June 30, 2016.

- 19. We received our first NFLP funds in 2005. If we cannot get all info on employment for Narrative Purpose Item 4, is that ok?**

Applicants should follow the instructions provided in the funding opportunity announcement. Data reported in your application response should be both robust and accurate. Ideally, you should have records of that employment of those students.

- 20. Regarding the Project Narrative, Purpose and Need, Item 4 states: "If applying as a competing continuation, provide information on the total number of NFLP-supported participants that have graduated, obtained a full-time nurse faculty position, and received loan forgiveness." Does this apply to the last five years, as Item 3 states, or back to the beginning of time?**

For this item 4, this information request applies to data acquired since the beginning of time for the degree program(s). Item 3 applies to the last five (5) years only.

- 21. For part E3 of the data forms, are you asking for data on graduates from July 1, 2015 through June 30, 2016?**

Yes, this is request on data related to July 1, 2015 through June 30, 2016, which is the academic year preceding this technical assistance call.

**22. For the section of the data form, Section D, requesting unused loan fund accumulation, what are you looking for here? What information is required for providing the unused loan fund accumulation?**

This item is requesting projection data from grantees.

### **Borrower Requirements:**

**23. How does NFLP define full-time faculty.**

The full-time faculty status is determined by the employer school and must meet specific criteria to be eligible loan cancellation. Beginning with FY 2017 FOA, there is an expanded definition of full-time faculty employment which is as follows: full-time faculty member at an accredited school of nursing; or part-time faculty member at an accredited school of nursing in combination with another part-time faculty position or part-time clinical preceptor position affiliated with an accredited school of nursing that together equates to full-time employment. “Affiliated” means employed. The expanded full-time faculty employment definition applies to any loans made out of funding received under this FY17 funding opportunity and any current NFLP student loan borrowers who have not yet graduated from their degree programs.

**24. What if a student goes on to complete a post-doc? How does this affect their service obligation?**

The NFLP allows participating students the flexibility to complete a post-doc following graduation if they so choose. The administrative guidelines on the NFLP webpage outline all scenarios that could apply if a student completes a post-doc. You are encouraged to please review the administrative guidelines for more information. The basis for completing a post-doc is largely dependent on whether the student has already graduated or is still enrolled in the degree program.

**25. Can you clarify whether or not NFLP recipients currently employed as Nurse Faculty is credited for the 4 consecutive years while attending school?**

No, NFLP student borrowers cannot fulfill their service obligations prior to graduation from the degree program. There is no “credit” for employment as nurse faculty while attending school or for employment as nurse faculty prior to receiving NFLP support.

### **Reporting Requirements**

**When is the next performance report due?**

**26. Performance reports are due annually. The next performance report for all current NFLP grantee schools is due on or about July 31, 2017. The report will be released to schools on or before July 1 and will be due within 30 days.**